

MINUTES FOR OCTOBER 1, 2009
MEETING OF THE PEDESTRIAN AND TRAFFIC SAFETY ADVISORY COMMITTEE

Members Present: Erwin Mack, Chair; Alyce Ortuzar; Ken Hartman, BCC Regional Service Center; Alan Migdall; Colleen Mitchell; Richard Romer for Councilmember Valerie Ervin; Ken Hartman, BCC RSC; Jack Strausman; Justin Clarke, MNCPPC; Peter Moe, MSHA, MHSO; Bill Bronrott Vice-Chair (via conference call);

Members Absent: Steve Friedman; Arthur Holmes, MCDOT; Doris Depaz; James D'Andrea, MCPS; John Britton, Municipal League; Lt. Jim Humphries, MCPD

County Staff: Tom Pogue, Community Outreach, MCDOT; Jeff Dunckel, Pedestrian Safety Coordinator, MCDOT; Larry McGoogin, Safe Routes To School Coordinator, MCDOT; Bill Selby, MCDOT; Tom Street, CEX; Richard Earp, MCDOT

Guests: Richard Hoye

Agenda:

1. Committee Business

- a. Review Minutes from September Meeting – Approval/Changes
- b. Interviews for John Howley's replacement
- c. Press events October 7 – International Walk to School Day
 October 29 – Kick off of Parking Lot Safety Campaign

2. What is Happening This Year

Safe Routes to School Program Update

Engineering:

- HIAs . . . where we are at/lessons learned
- Traffic Calming . . . selection methodology?
- Signal Assessment
- Sidewalks

Education

- The Piney Branch Plan/Survey/Education Plan
- The fall push for November/December increases in ped collisions
- The parking lot safety campaign
- Contracting public education services

Enforcement

- The Piney Branch Enforcement Plan
- The fall push for November/December increases in ped collisions
- Speed Cameras

Budget:

- What was funded in FY 10
- What was not funded in FY 10
- What should be requested for FY 11

3. Subcommittee Reports and Updates:

- a. BRAC – Medical Center Access
- b. Bicycle Access and Safety
- c. Innovative Pedestrian Signal Engineering
- d. Speed Humps
- e. Annual Report

4. New Business/Committee Comments / New Business

- a. Crossroads Celebration of Pedestrian Improvements
- b. Meeting in November – Chiefs of Police
- c. Length of Meetings vs. More Meetings
- d. Pedestrian Safety in Parking Lots Survey

Next Scheduled Meeting Date: November 5, 2009

Committee Business:

Chairman Erwin Mack started the meeting at 7:02 pm. He welcomed Bill Bronrott who, being ill, joined the meeting on conference call. Erwin thanked the committee for its hard work and dedication, commending the work they are doing.

Mack introduced Richard Romer to the committee; Romer is replacing Ben Stutz as the representative for Valerie Ervin.

Two matters were brought to the committee last month: one to do with pedestrian crossing at specific bus stops on Georgia Avenue. The committee felt the issue could be sent directly to MCDOT staff that deal with these transit issues, and that this citizen could have his concerns addressed by the staff. The other matter involved a woman who attended the last meeting and who was seriously injured by shrubbery in the right-of-way. That issue will be brought to the committee at the November meeting.

Mack's last item was to remind the committee that it is being recorded and when members speak, there is a record of what is said. So when the committee is asked to review the draft minutes, they are asked for corrections to minutes - - not to redo the meeting. It is to see that the minutes accurately reflect what has been said. If what is in the minutes does not accurately reflect what was said or a motion made, it can be amended. But it is not for the committee to change what was said or the motion that was made - - that has been recorded. We cannot just rewrite minutes - - because what is in the minutes is to be an accurate report of what was said. If minutes don't reflect what was said, they can be appropriately amended by the committee.

Review Minutes from September 3 Meeting – Approval/Changes:

MOTION: To discuss the minutes from the September 2009 meeting. Discussion ensued.

Alan Migdall asked about the many changes he had and wanted to know if they were accepted. Dunckel explained how he addressed the comments made by Migdall and Tom Pogue. Grammatical corrections, clarifications of wording, or explanations of statements made were accepted. Changes that did not reflect what was actually said in the meeting were not accepted. Migdall asked about distributing draft copies with tracking of comments made; Dunckel stated with all the comments, these were very difficult to read which is why he tried to incorporate the comments into what was distributed at tonight's meeting. Migdall asked if the recordings of the meetings could be made available if requested; Dunckel said yes, the committee can listen to any recorded meeting. Recordings are open as a public record of the meeting.

Migdall had cited the need to include a copy of the summary of the PTSAC position on Speed Cameras, approved for use in the OLO report. The Committee had made a motion to accept it; the summary needs to be included in the record of its approval.

MOTION: Motion to accept the minutes as written, with inclusion of OLO summary of PTSAC position, were called to a vote; motion approved unanimously.

Interviews for John Howley's replacement: Two weeks ago, Jeff Dunckel, Colleen Mitchell and Erwin Mack met with five candidates. There were 12 applications for Howley's one position. Because of time constraints, the interview committee picked the top five candidates and did half-hour interviews. A recommendation has been submitted to the County Executive. If the County Executive accepts the recommendation, this recommendation will be sent to the County Council for approval. The recommended candidate cannot be discussed until they are approved by the County Council. The Council is expected to consider the County Executive's recommendation in several weeks.

Press events:

October 7 – International Walk to School Day. Larry McGoogin talked about the event next Wednesday. Lt. Governor Anthony Brown will be attending the event with County Executive Leggett and Delegate Bill Bronrott. Pogue commended Bronrott on his efforts in support of this event. After walking to school, there will be a ribbon cutting on a new sidewalk segment installed along Wilson Lane. Migdall mentioned his efforts with McGoogin to promote walking and biking at his children's school, creating a frequent walkers program.

October 29 - Pogue described the Public Information Office's program, under the direction of Esther Bowring, to educate residents about pedestrian safety in parking lots. This will have a kick-off event on October 29. Looking at the pedestrian collision data, it appears that more than 20% of pedestrian collisions in the county are occurring in parking lots. Every year there has been funding in Public Information Office to address the needs of "at-risk groups." Parking lots also involve seniors – Bowring selected this as an important at-risk group. She supplied a survey in the meeting packet and requested the committee members each fill one out. The PIO is trying to have feedback on parking lot safety from various groups within County. Mack asked where the campaign would be targeted. Migdall suggested advocating for back-in parking – experience at his work suggests this is safer. Alyce Ortuzar asked whether it was possible to compare statistics of crashes in different parking lots and identify where it was safer and where there were more hazardous conditions- identify where there are safer parking lots. Richard Romer suggested the survey could be sent out electronically, including to regional boards and the full PTSAC. Pogue offered that the PIO would later present information on what has been learned – from both the survey and research.

What is Happening This Year:

Dunckel explained that the County is interested in getting feedback from the committee on what is or is not being done in the Pedestrian Safety Initiative and future direction. MCDOT wants to give the committee an update on what the County is currently undertaking. The County Executive was successful in getting a \$3.9 million increase in funding of the program. The program now has nearly \$5 million dedicated to pedestrian safety. As the program moves forward, the County wants feedback from the PTSAC on what to focus on.

Safe Routes to School (SRTS) This was the number one program to receive increased funding this year. The program focuses on making our schools safer for kids to walk and bike to. McGoogin provided a short overview of his recent outreach activities. A student survey is being sent out to assess the number of students biking to and from school. International Walk to School Day is being celebrated next Wednesday. MCDOT will be using collision data three years before improvements and three years after improvements to evaluate how successful these measures have been.

Ortuzar asked whether it is known which schools DO NOT have sidewalk connections, and does every school have bus service or is there a distance where kids live within a mile don't have bus service. McGoogin responded that we do not have an inventory of sidewalks but that is something that can be looked at. Most of the schools McGoogin has worked with all have sidewalks. And there are a couple of schools that do not have any sidewalks because all children are bused or driven to school. Ortuzar cited the situation at Brookeville Elementary School which is located in a high density residential area, but has no sidewalks for the kids to walk to school. Traffic Engineering and Operations has assessed each school for deficiencies and rates the schools to identify those with the most problems. These are the ones that are being addressed first; absence of sidewalks where kids are walking is one important deficiency that is being addressed. Ortuzar cited several deficiencies at schools in Olney; Mack deferred her issues to McGoogin, recommending that she contact McGoogin about her specific concerns so that these can be addressed.

Pogue suggested that MCDOT needs to bring back to the PTSAC the scoring of the schools so that how these schools are rated can be seen. If a school does not have a safe sidewalk connection for students to use, that results in a low score and the school being higher on the list of priority schools to remediate.

ACTION: MCDOT will distribute the rankings of schools and put it on the agenda for discussion at the November meeting.

Migdall raised a question on data: is there data available on what percentage of kids that have bus service are actually using the bus.

Engineering – Dunckel provided a cursory overview, since Fred Lees was not present. Lees will provide a more detailed explanation of engineering activities at the November meeting. The meeting packet contained a summary of engineering actions planned for Piney Branch, which was the first HIA audited a year ago. A lot of lessons were learned on this first HIA. In the summary, MCDOT has divided the improvements needed into short-term actions (mostly maintenance type activity), intermediate, and long-term construction projects. As a whole, these projects are taking

longer than originally expected – these are State roadways which involve MCDOT interacting with the State SHA and working through their bureaucracy. Pogue stated that the Piney Branch audit identified over \$2 million dollars of needed improvements. This is a lot of money and the County can't expect that the State to suddenly fund these larger construction projects without some evaluation of the need and available resources. Ken Hartman pointed out that the SHA District 3 Office is reorganizing/restructuring (Jeff Wentz, Managing Engineer for Montgomery County SHA Projects has left and is not being replaced immediately due to budget short falls) so this may also slow up actions on HIAs.

The second HIA, Wisconsin Avenue, has more recommended improvements in the domain of the County (i.e. signal timing). But the third HIA, Georgia Avenue between Spring Street and Sligo Avenue, involves many very large, expensive actions. Rockville Pike, where there was a cluster of senior pedestrian collisions was the fourth HIA to be audited.

Dunckel stated that the initial conclusion by the Traffic Engineering division of the first year of working on HIAs was that the model of the County selecting a section of roadway and fixing everything needed in an 18 month timeframe was probably not realistic. It is going to take more time to correct the pedestrian deficiencies on these roadways because the problems are complex, costly, and in the domain of the State, since these are State roadways.

Ortuzar asked for a list of the institutional and bureaucratic barriers that are slowing down the process. Dunckel deferred her question until Fred Lees is at the next meeting. Lees can talk knowledgeably about the barriers he is encountering.

Dunckel stated that MCDOT has had a lot of immediate success with its Traffic Calming projects. These are being implemented on County roadways, which are under County control. Examples are Arcola Avenue last year, and Fairlands and Sligo this last summer. MCDOT is able to install measures that slow traffic down and enhance the safety of pedestrian pathways and crossings. These projects also have strong community support, both before and after their installation.

Other engineering activities will be discussed further at the November PTSAC meeting, including the assessment and changing of signal timings. Ortuzar asked detailed questions on how intersections are signaled for pedestrians; she was asked to raise these issues with the Subcommittee on Innovative Pedestrian Signal Engineering, being chaired by Migdall.

Jeff introduced Rick Earp, manager of the County's sidewalks program. Earp provided a summary of progress in the expansion of the sidewalks program. Earp reminded the committee they had heard Bruce Johnston do a presentation on the program in the July meeting; what Earp's program does is construct sidewalks. They are currently building "easy" sidewalks -- ones that don't need design engineering, but can be built with field design/markup of roadways. MCDOT's budget was doubled, with an additional \$1.2 million added to the program in FY10. This means going from building 5 miles of sidewalks a year to 10. Every sidewalk MCDOT constructs requires a public hearing. The original program, constructing 5 miles of sidewalk results in 20 hearings a year. Now this will be double. Earp stated that 40 public hearings a year will be a big challenge, and a possible hurdle for the rapid sidewalk construction. One important need to help MCDOT prioritize where sidewalks are most needed is an inventory of existing, missing, and deficient sidewalks in the County. This was not funded in the FY10 budget. The need for so many public hearings, even for sidewalks where there is no opposition to them (2/3's of the projects being built) will present further challenges to accelerate sidewalk construction. Much discussion ensued on the need for public hearings, and whether some sidewalks could be constructed without hearings. Pogue suggested the committee develop criteria in which a public hearing would not be required before building a sidewalk. Earp says it has been discussed in MCDOT. Ortuzar suggested that schools, elementary schools, should be a top priority for sidewalk construction where sidewalks are needed. Earp pointed out that his program is reactive at this time: if MCDOT gets a request from citizens stating that children are walking to school, then that request receives a higher priority. Ortuzar suggested this could be coordinated with SRTS, perhaps working with PTAs to identify where these sidewalks are most needed. Migdall suggested that the committee should go on record saying sidewalks are generally a good thing for the community, and that impediments to their construction should be removed. . . that the "not in my front yard," syndrome should give way to the overall benefit to the community of having more sidewalks. Much discussion ensued on the process of building sidewalks.

Mack asked Earp: "What can the committee do to help you build more sidewalks?" Earp replied that while it takes only a

week to construct a sidewalk, it takes many months to go through the process of securing approval to build that sidewalk. Suggestions to expedite that process would help the program accelerate sidewalk construction. Earp noted that every sidewalk that has been taken to public hearing has been approved in the end.

Ortuzar suggested taking this issue to the Civic Federation, putting out the word to all the civic associations that there is this opportunity to get sidewalks built where their communities felt they were needed. Then perhaps these communities would identify locations where sidewalks were needed, and where there was support to construct them. Hartman added that the Regional Service Centers work with HIA's in their areas and could get the word out to them on this opportunity and need for support.

Colleen Mitchell asked about reconstruction of sidewalks; Earp said reconstruction projects do not need a hearing. Migdall reported the MCDOT web site on sidewalks indicated the last sidewalk construction project had occurred in 2001. Earp stated their website was not providing current information. He promised the website would be updated soon.

Dunckel asked Earp how many sidewalks that go to hearing have no opposition. Earp replied that on average 2 of 3 projects have nobody show up because there is no opposition to the sidewalk projects. Dunckel asked how long it takes to receive Hearing Examiner approval of sidewalks where there was no opposition. Earp replied that they have had to wait as long as a year for that approval. That, said Dunckel, is a problem that needs to be fixed. Pogue said he believed an additional staff person had been designated to serve as a hearing examiner which should reduce the delays.

Tom Street described the County Executive's efforts last year to streamline the hearing process for sidewalks, and the lack of Council support for that effort. Street suggested it may be a good thing if the committee were to send a letter to the Council expressing their support for a change in the procedural process that would allow for the acceleration of sidewalk construction. Peter Moe suggested that MCDOT draft a letter with a recommendation that the committee could consider sending to Council.

ACTION: MCDOT will draft a letter for the PTSAC to consider sending to the County Council, requesting a modification to the hearing requirement that would enable sidewalks without public opposition to be build immediately. This letter will be presented to the committee for discussion at the November meeting.

Ortuzar suggested the letter should review how to expedite the hearing process, rather than how to exclude projects from the hearing process. Earp described the extensive public outreach MCDOT does on all sidewalk project to be sure the public has a chance to express opposition or concern. Richard Hoyer suggested that this issue may not be ripe for Council consideration until after the next election cycle.

Education -- Dunckel provided an overview: a three-pronged approach is being planned, to kick off the end of October. First MCDOT is beginning implementation of the Piney Branch education plan (in the meeting packet). This was based on a pedestrian survey done last February. This is a grassroots approach, with the expectation that we will create "safety promotion teams" to approach and speak with people on the street about safe pedestrian practices. This will be partnered with businesses in the community. Dunckel requested that the committee look over the Piney Branch education plan and provide feedback before the end of the month on the approach outlined.

Second, a coordinated enforcement and education campaign to go through the end of November to raise general awareness of pedestrian safety with the end of daylight savings time. The County has discovered there are peaks in pedestrian collisions in November and December. When daylight savings time was moved from the middle of October to the end of November, that collision peak moved to November as well. There are more people on the streets at night, it is dark earlier, and it is a very busy time with holiday shopping. Police will also come up with enforcement activities.

Third, discussed earlier, is the kickoff of the pedestrian safety in parking lots campaign. This coordinates well with shopping season --this campaign will go into December. The campaign will hit hard for two months starting at the end of October. The regional Street Smart media campaign will also be kicking in sometime in November.

Enforcement -- Mack noted that since Lt. Humphries is not here, the PTSAC will defer enforcement to next meeting.

Budget – Dunckel directed the committee to the meeting packet that included information on the current program budget, where we have almost \$5 million for pedestrian safety programs, and the list of program elements that were not funded last year, including a requested explanation of those program elements. Pogue stated that \$1.5 million of the program is funded from speed camera revenues. Mack asked how the drop in speed camera revenues may impact the program. Pogue replied that in the long-term, it may have an impact, but for now, we are ok.

Discussion ensued on whether the committee could or should make recommendations on what should be funded in the 2011 budget. Mitchell pointed out that the committee should make clear that what was funded in FY10 should continue to be funded in FY11. . . that was a first priority. Given the expected tight budgets in FY11, this was agreed to be the committee's top priority – to retain the funding it already had. The committee further agreed to consider these unfunded items in the month of October, and provide MCDOT with “value voting” of the priorities, similar to what the committee had done last February. This would be done electronically before the November meeting, to save meeting time, with the committee reviewing the results in November. Bill Selby pointed out that MCDOT will be making decisions on funding priorities for the FY11 Operating Budget in early November, so input from the committee by the November PTSAC is critical for it to be considered.

ACTION: Dunckel will distribute an email in October on the unfunded items, with a sheet to “value vote” individuals’ top priorities of the unfunded items. Jeff can provide additional clarification to anyone who may have questions on any of the unfunded items. The results will be compiled for review at the November meeting.

Future discussions pertaining to some of the unfunded items included requests to consider types of street lighting (i.e. LED lighting), crosswalk maintenance, and further installations – where are sidewalks installed and why. These may be future agenda items.

Subcommittee Reports and Updates:

BRAC – Medical Center Access-- Jack Strausman, Chair, summarized the confusion of the subcommittee over the multitude of options, and the Council's request to review and recommend the best option. Ken Hartman clarified that the County and the State had submitted a TIGER grant applications for a specific multi-modal option that was briefly discussed at the last PTSAC meeting. This was in addition to the five options that WMATA had evaluated in their study, and the PTSAC was asked by the County Council to review with a recommendation. Hartman stated that the issue for the PTSAC was whether they needed to review the five WMATA options since the County and the State were now pursuing the 6th option of a multi-modal tunnel. Pogue presented the issues he had discussed with Art Holmes, who was unable to make tonight's meeting, and Edgar Gonzalez, Deputy Director of MCDOT working on this issue. Pogue confirmed the five alternatives evaluated by WMATA were pedestrian-only options. MCDOT looked at a 6th alternative, in part because of the funding issues. Under the Resource Recovery Act (Stimulus Program), there are TIGER grants applying for a \$1.5 billion pot of money administered by the U.S Dept. of Transportation that has been set aside for transportation projects with national significance. The relocation of Walter Reed under BRAC is thought to be such a project. Looking at the criteria for winning one of these grants, MCDOT began developing a 6th alternative that would be able to compete for this funding. This 6th option would provide for pedestrians, bicycles, and some vehicles. It has not been designed yet; it is only a concept. The County Executive will be meeting on October 5 with a select group of community leaders to discuss this option. MCDOT would be more than willing to come to the November PTSAC meeting and provide details about this option.

Mack asked whether the detailed presentation would best be provided to the subcommittee before the November meeting. Hartman thought events had rendered the committee's consideration of the options in the WMATA study unnecessary, and that was now the issue before the PTSAC; Strausman said that because this had been a direct request from the Council, that the committee had decided they must respond to that request, reviewing the options. Pogue offered that MCDOT had no problem with the committee taking a position, with the committee responding to the Council request, but would ask that the committee consider this 6th option as well. Mitchell asked what modes of transportation the new option would accommodate. Hartman stated what the new option provide, including pedestrian and bicycle access without stairs or elevators, and leaving an option open for a future single entry point for both NIH and Navy Medical Center, without left turn lanes, should both facilities agree to it.

Mack requested that the subcommittee take this issue up in October, and that a presentation be made by MCDOT to the

subcommittee. Then the subcommittee could make a recommendation that would be considered by the full PTSAC in November. Ortuzar requested that projects as large as this be presented to the full committee, as Pogue originally proposed. Mack responded that the subcommittee would announce when they will meet, and any other members of the PTSAC who wish to attend may do so. It is the responsibility of the subcommittee chairs to notify every one of the meetings that are occurring so that those PTSAC members who wish to attend may do so, Mack stated. Additional questions were asked: Mitchell: would a full evaluation of the 6th option, similar to the WMATA evaluations, be done; Pogue: yes. Mitchell: unlike the WMATA study that only evaluated pedestrian options, traffic impacts should also be evaluated – reducing congestion is one of the goals here.

ACTION: Tom Pogue will work with Jack Strausman to set up a MCDOT briefing of the BRAC/Medical Center Access Subcommittee before the November PTSAC meeting. The entire PTSAC committee will be told when this briefing will occur so that they may attend if they wish.

Richard Hoyer asked whether the detailed information included in the TIGER grant would be included in the subcommittee presentation. Pogue said that what information MCDOT had would be presented. Mack also asked staff to notify the County Council that the PTSAC was addressing their request.

ACTION: The PTSAC will submit a letter to the County Council explaining that it is responding to their September request to review the options for BRAC and will be getting a briefing from MCDOT in October on the 6th option now being considered for the TIGER grant. A recommendation will be provided to the Council after the PTSAC November meeting.

Innovative Pedestrian Signal Engineering – Alan Migdall, Chair, provided a brief update. He included a summary of the committee's work in the meeting packet. He is looking for modeling at a higher level for modes that are not cars. He learned that MCDOT deals with modeling intersections for cars and not for peds or bikes. He was referred to Park and Planning; they don't model bikes as part of a network, but he is setting up a meeting with them to see what modeling tools they have available. He is working with Justin Clarke to set up a meeting on this topic.

Speed Humps – Though John Britton was not at the meeting, Migdall provided an update. The two prime issues were 1) defining what the program was and whether it was effective, and 2) determining whether or not the program needs to be tweaked. The subcommittee will prepare their recommendation for the County's Speed Hump Program.

Annual Report – Colleen Mitchell distributed a proposed outline for the Annual Report. Mitchell says she would appreciate input and comments. She said this first report will be very basic. It will discuss what the PTSAC has been working on, what they will be working on, and a few key changes in how the committee is operating. The report is to be submitted to the County Executive in November.

ACTION: Dunckel to distribute Mitchell's outline to the committee with a date by which Mitchell needs committee input for inclusion in the Annual Report.

New Business/Committee Comments / New Business:

Bill Bronrott mentioned two dates for the PTSAC to be aware of: **November 12**, the Secretary of Transportation, and all the agency heads in the State will be holding their annual "Transportation Road Show," where they will be presenting what the State's priority transportation projects are. Anyone interested in thumbing through the consolidated transportation plan with the Montgomery Delegation should attend. This will be at the County Council on the third floor at 7:00 pm. Bronrott thought the PTSAC should be represented at this meeting that evening.

November 19 at 7:00 pm, the Montgomery Delegation will be holding its annual Priorities Hearing in the County Council's 3rd Floor Hearing Room, where all organizations are invited to come tell the Montgomery Delegation what they should be working on in Annapolis at the next legislative session. Bronrott feels it is important for the entire delegation to hear from the PTSAC on the importance of pedestrian safety issues and fostering walkable communities. Participants should go to the Montgomery County Delegation Website to sign up in advance of you wish to speak. (MongomeryCountyDelegation.org)

Crossroads Celebration of Pedestrian Improvements Will be held on October 28 or October 30 [Editor: now scheduled for the 28th]. This press event will be held at the intersection of New Hampshire Avenue and University Boulevard where \$7 million in pedestrian safety work has been completed. The Governor and the Lt. Governor are invited.

Meeting in November – Chiefs of Police Chief Tom Manger, Asst. Chief Betsy Davis, Chevy Chase Chief Roy Gordon, Takoma Park Ronald Ricuchii, Rockville Chief Dreshuck, Gaithersburg Chief John King have all indicated they are coming to our November PTSAC meeting.

Length of Meetings vs. More Meetings—Steve Friedman had suggested last month that rather than adding additional meetings, the PTSAC lengthen the meetings held every other month. Based on experience, Mack stated two hours is really not enough time if the committee is going to meet every other month. Mack asked whether they would prefer to meet for three hours every other month, or continue to meet monthly. Hartman suggested more committee business be handled by emails. Mitchell suggested extending the meetings until 9:30 and reduce the number of agenda items by distributing information items by email rather than having them on the agenda.

MOTION: To hold the November meeting from 7:00 pm to 9:30 pm. The motion passed unanimously.

Dunckel will attempt to minimize informational items on the agenda by sending out emails with informational materials via email. Mack agreed to provide the committee with a copy of the letter he sent to the Chiefs inviting them to the November meeting, so as to clarify the nature of the discussion envisioned. Dunckel suggested preparing the agendas earlier so that opportunities can be identified to handle some items by providing the committee with the information outside of the meeting. Mack cited the need to get minutes done so that the hot items can be identified and acted on.

Richard Hoyer announced a ribbon cutting on October 2, 2009 at 10:30 am at Union Station to open a new Bike Station. Hoyer offered invitations to the event. The bike station concept is also being explored by Montgomery County.

The next PTSAC meeting will be held November 5, 2009 from 7:00 pm to 9:30 pm

The meeting adjourned at 9:05 pm